

Idaho Real Estate Education Council
Regular Council Meeting
September 10, 2007
Minutes

Pursuant to notice given, a **Regular** meeting of the Idaho Real Estate Education Council (Council) was initiated at the Commission office, 633 North Fourth Street, Boise, Idaho.

Members Present:

Beckie Kukal, Chair, Jerome
Gail Heist, Vice Chair, Boise
Donna Capurso, Member, Bonners Ferry
Maris Cukurs, Member, Idaho Falls
Jeanne Jackson-Heim, Executive Director
Andy Enrico, Commission Representative, Boise

Members Absent:

Others Present:

Marc Lebowitz
Jill Randall, Idaho Association of REALTORS®

Staff Present:

Sue McClintock, Education Director
Tammy Anderson, Administrative Assistant

Call to Order: Chair Kukal called the September 10, 2007 meeting of the Idaho Real Estate Commission Education Council to order at 8:31 a.m.

Agenda: Ms. Kukal asked if there were any additions or changes to the Agenda. Sue requested an addition to the Agenda of 10 items for clarification.

A motion was made by Jeanne Jackson-Heim to approve the revised meeting agenda. Motion carried.

Minutes: A motion was made by Jeanne Jackson-Heim to approve the August 15, 2007 meeting minutes. Motion carried.

New Items for Agenda:

Clarification on BCOO: When instructors teach the Brokerage Management course, can the BCOO segment of the course be broken out and credit given for just the BCOO? Discussion followed on purpose of the BCOO course and the need to record decisions in minutes for future reference on rulings and guidelines that are approved. Andy Enrico made a motion to allow the instructors to break out the BCOO class and to allow instructors to teach the module in a manner that meets the criteria of the Commission. Motion carried.

Clarification on Teaching Certification Policy: Are Core instructors permitted to teach BCOO without going through assistant teaching again? Discussion followed. Jeanne Jackson-Heim made a motion to clarify that a certified instructor may be certified to teach additional Commission courses without completing additional assistant teaching periods, and that paragraphs 6 & 7 on page 19 of the Certification Policy be combined. Motion carried.

Real Estate related experience: Discussion followed on how Real Estate Experience is defined. It was discussed by Council to consider Real Estate related experience on a case by case basis. The Staff was directed to handle these decisions administratively and bring applications that are in question to the Council for review.

Continuing Education credit: Statute 20-23 (5)(e) was cited. Discussion followed on how instructors are offering classes that have not been approved by IREC and stating on certificates or on advertisements that the course will be accepted as CE credit based on providers and instructors interpretation of rule that it fits within the approved topics of the Commission. Out of state providers are offering classes that are approved in other states; however, the courses do not necessarily meet our criteria. Discussion followed. Sue presented a form to help facilitate other jurisdictions and providers to provide their course information to the Commission for course approval. The Fast Track form was presented and Sue would like to test the form to see how it works. Discussion followed. Once courses are approved they will then be advertised as CE approved courses on our webpage and in the Real Estate Statement. This will give licensees certainty that the courses they are taking will be approved by the Commission. A discussion followed on a proposed form for licensees to submit their certificates to IREC that would document the certificates they receive from classes taken. Council also discussed the Certification policy and stated that people cannot advertise courses unless they first go through the IREC process of course approval.

Sue presented the Instructors Request for CE Credit for Teaching Courses Form: It was suggested to add a signature line, IREC's letterhead, along with fax number and e-mail address, and to put a form number and Revision date on form too. Sue stated she would revise form as suggested.

Waivers Special Consideration for pre-license education from other states: In the past the Education Director made decisions on special considerations. Sue asked if the Education department can bring these requests to the Council for review. Maris Cukurs stated that the Council will handle these Special Considerations.

Can we continue to use our current instructor application: Counsel's opinion is that we do not have the authority to interview instructors. It was stated that if instructors meet our requirements, they can be certified; this is not subjective. Staff will bring back revised guidelines to next meeting.

PSI Job Analysis Invitation: The Commission received an e-mail from PSI regarding the job analysis. PSI is inviting the Commission to participate. Jill Randall informed Council that job task surveys are required a minimum of every five years by current industry standards. Staff will get more information on what is being requested.

Review Council Goals: Council members reviewed the updated goals as provided by Ms. McClintock.

Curriculum Realignment Workgroup Update: We had a lot of interest and great participation from everyone. The Workgroup looked at the entire prelicense curriculum. Participants were given the task eliminating items not needed and to fold in the 8 four-hour interactive modules into the curriculum.

Business Conduct and Office Operations (BCOO) Update: Sue gave an update on course and stated there is a group from BSU working on project. Sue stated that she has been in touch with the Project Manager and Curriculum Design Specialist via e-mail, phone and by regular mail on the progress of this project. We should have a finished product by the end of December 2007.

Brokerage Management Update: BSU will begin working on this course in January.

Anonymous Auditor Program: Sue is still working on this. Sue will have more information at next meeting on Auditor Program.

Promissor/Item Writing Workshop Update: A group of eight individuals will be meeting with Promissor representatives at the Spring Hill suites on October 3 & 4, 2007.

Online Courses Update: Nothing at this time to report.

Clarification on Rules Pertaining to Education Fund Awards Monies:

Sue asked Council if there is a limit to the amount of money granted for each award. Donna Capurso made a motion to make the Education Fund Awards a case by case basis decision on how much money to award with no specified limit. Motion carried.

Council discussed ownership of projects awarded by Education Fund monies. It was determined by Council that the Core and BCOO should be owned by the Commission; however, other courses should be owned by the Author of the course. Discussion followed on how to approve requests and how to pay for awards. The Council suggested that Staff should contact Nevada's Commission to seek information on how they handle this process since they have been doing this for a while.

Reports: The following reports were reviewed and placed on file in the Commission office.

- Analysis of the License Base
- License Exam Statistics Report
- Compiled Evaluations: Process on what level do you contact them? Set up guidelines for next time Draft them.
- Certification Index Reports
- Budget Report not available at this time.
- Approved Certifications for Council Ratification

List of Approved Certifications for Council Ratification:

Executive Session: In accordance with section 67-2345 (1) (d), Idaho Code, a motion was made by Maris Cukurs to adjourn to executive session to consider records that are exempt from disclosure as provided in Section 9-340C(9), Idaho Code, and which records relate to the following subjects: Education Special Considerations, Course Applications, an Instructor Special Consideration, and CORE 2007 Online. Motion carried.

Executive Session: In accordance with section 67-2345 (1) (d), Idaho Code, a motion was made by Maris Cukurs to adjourn out of executive session, submitted pursuant to Section 9-340C (9), Idaho Code. Motion carried.

A motion was made by Donna Capurso to deny Special Consideration 08-008. Motion carried.

A motion was made by Jeanne Jackson-Heim to deny Special Consideration 08-009. Motion carried.

A motion was made by Donna Capurso to approve with a six month cut off date Special Consideration 08-010. Motion carried.

A motion was made by Donna Capurso to deny Special Consideration 08-011. Motion carried.

A motion was made by Andy Enrico to deny Special Consideration 08-012. Motion carried.

A motion was made by Maris Cukurs to deny Joe Anne Santy-Greene's instructor application requesting special consideration. Motion carried.

A motion was made by Jeanne Jackson-Heim to approve the following new course applications:

10 Point Game Plan for Achieving Success in Real Estate

The Realtor, The Client, and the Title Policy

The Next Real Estate Boom

Title 101

Financing: Understanding the Process and Possibilities

Investing in Foreclosures with conditions the provider is certified and that all students are charged the same fee for course.

Motion carried.

A motion was made by Jeanne Jackson-Heim to approve the following course renewal applications:

What Every Real Estate Agent in Idaho Ought to Know

Does It Pencil

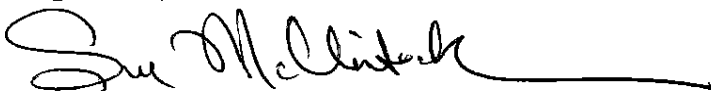
Basic Exchange Concepts

Motion carried.

A motion was made by Andy Enrico to deny the following new course application submitted by Douglas Lutz Jr. titled Increasing Your Sales by Helping Others Own Real Estate Right because Douglas Lutz Jr. is not a certified provider and the course appears to be a product promotion. Motion carried.

A motion was made by Jeanne Jackson-Heim to adjourn the September 10, 2007 Council Meeting at 1:59 p.m. Motion carried.

Respectfully submitted,

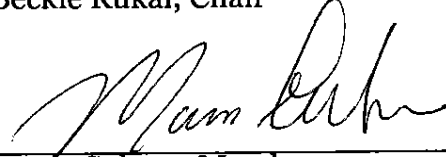
A handwritten signature in black ink, appearing to read "Sue McClintock", followed by a long horizontal line extending to the right.

Sue McClintock
Education Director
Tla


Minutes of the Idaho Real Estate Education Council meeting held in Boise, Idaho, on September 10, 2007, are hereby approved.



Beckie Kukal, Chair


Gail Heist, Vice Chair


Maris Cukurs, Member


Donna Capurso, Member


Andy Enrico,
Commission Representative


Jeanne Jackson-Heim,
Executive Director

The next regularly scheduled meeting is set for October 17, 2007.

Advise the Commission of any individuals with disabilities needing accommodation at least three business days prior to any meeting.